



## ARCHITECTURAL SERVICES

Available to active, designated Illinois Main Street (ILMS) communities, Architectural Services are entirely free of charge and are provided by the Illinois Historic Preservation Agency. Services fall into two categories: Building Services and Community Services. All Architectural Services will meet the Secretary of the Interior's Standards for Rehabilitation for historic and potentially historic properties.

### BUILDING SERVICES

Available to business and/or property owners of any commercial property within the identified downtown boundaries of an ILMS community, Building Services involve a one-on-one approach where the ILMS designer provides assistance for a specific building. Communities can submit one request per year with additional requests available as projects are implemented. To request Building Services, obtain a Design Assistance Request Form from your Executive Director. Projects can include one or more of the following:

- *Pre-Site Visit News Release:* A customized news story released by IHPA and targeted to local and regional media outlets that announces the upcoming site visit and its agenda.
- *Site Visit:* An on-site meeting with the Manager and owner where the designer will answer questions, identify maintenance issues, and suggest both interior and exterior design options.
- *Post-Site Visit News Release:* A customized news story released by IHPA that discusses the site visit, what was visited, and what follow up is anticipated (i.e., a façade design).
- *Façade Design:* A full-color digital rendering proposing changes to the structure's façades. The designer can also recommend alterations to proposed designs by other design professionals to make the project more appropriate to the historic commercial district.
- *Sign Design:* A full-color image of a proposed sign program. Includes a digital vector clip art version for production by a sign company.
- *Graphic Design:* Mock-ups of graphics suggestions (i.e.: sign, logo, letterhead, business cards).
- *Assessment Report:* A report of maintenance and code issues as well as possible solutions. Questions raised at the site visit will be answered in the report.
- *General Recommendations:* An item-by-item description of all proposed changes.
- *Technical Information:* i.e., Preservation Briefs, product information, repair procedures.
- *Preliminary Cost Estimate:* An itemized listing of potential expenses.
- *Façade Design News Release:* A customized news story released by IHPA that announces the completion of the façade design package. The business and the design are described.
- *Project Follow-Up:* The designer is available by phone to answer questions during the bidding and construction phases. The designer will not provide construction management or inspections, but will answer questions about design changes, products, and proper preservation techniques.
- *Disaster Evaluation:* In the event of a fire or other catastrophe, an ILMS architect will visit the site to determine the extent of damage and whether demolition is required.
- *Estimated Market Value for full design project:* \$4,750 based on 50 hours at \$95 per hour.

## COMMUNITY SERVICES

Community Services are planning, preservation, and design presentations and workshops organized by the Program Manager and are available to every ILMS community. Community Training sessions are open to the public (surrounding communities should be encouraged to attend), whereas Design Committee Training sessions are intended for members of the Design Committee.

### COMMUNITY TRAINING

These public sessions promote the importance of quality design and the preservation ethic as it relates to downtown revitalization and business improvement. The local Design Committee is required to attend. Other audience members can include business owners, design professionals, contractors, Main-Street volunteers, interior designers, graphic designers, history buffs, Historical-Society and Preservation-Commission members, realtors, Main-Street board members, local-government representatives, and interested citizens. If you feel that your community would benefit from any of the Community Services, contact your Manager to request a session.

- *Basic Design Training:* Stresses the importance of good design, preservation, building maintenance, basic improvements, financial incentives, and other key issues. Every new ILMS community must receive this presentation before it can submit Design Assistance Request Forms or schedule Advanced Design Training. Communities can request this presentation at any point for further education. (2½ hours)
- *Advanced Design Training Workshop:* Designer and attendees walk through the downtown discussing specific successes and potential areas of improvement and then examine case studies to arrive at appropriate design solutions. Owners are encouraged to bring their unique concerns and problems to discuss and solve. (2 hours)
- *Advanced Design Training Presentations:* Topics include upper-story development, a walking tour of the downtown, mid-20<sup>th</sup>-century storefront preservation, basic building maintenance, awnings and signs, economics of historic preservation, retail displays and interiors, graphic unity for small businesses. Additional topics will be available as they are developed. (¾ – 1½ hours)
- *Estimated Market Value of this free service:* \$1,200 including honorarium and travel expenses.

### DESIGN-COMMITTEE TRAINING AND ASSISTANCE

These presentations are intended to educate the Design Committee on issues ranging from committee procedure to dispensing design advice.

- *Design-Committee Training:* This important session examines committee procedure, activities, and work-plan development. (2 hours)
- *Advanced Design-Committee Training:* This session examines historic architectural styles, concepts of quality design, currently available historically appropriate building materials, and local design-review issues. (2 hours)
- *Special Committee Meetings:* Periodic meetings can be scheduled to review plans, discuss current and future projects, and provide a forum for answering questions. These serve to direct, clarify, and resolve issues that effect a community's design orientation. They also bring the designer up to date on the status of local projects.
- *Design Guidelines Development:* ILMS designers are available to assist the committee in the development and/or review of Design Guidelines.
- *Consultation:* Designers can provide input on any Design-Committee activity, should the committee wish. Projects can include walking tour brochures, sign ordinance review, zoning ordinance review, district expansion, comprehensive-plan review, work-plan review, etc.
- *Estimated Market Value of this free service:* \$1,200 including honorarium and travel expenses.